

REQUEST FOR AUTHORIZATION OF OVERTIME AND HOLIDAY WORK

TO:

**Comptroller**

FROM:

**Chief, Finance Division**

ALLOTMENT SYMBOL

**2263-1040-1000**

PAY PERIOD

ESTIMATED NUMBER

BEGINNING

ENDING

HOURS

EMPLOYEES

**29 October 1961**

**11 November 1961**

**24**

**1**

JUSTIFICATION

INDICATE, CONCISELY BUT ADEQUATELY, PURPOSE FOR WHICH OVERTIME IS TO BE USED, TYPE OF PERSONNEL INVOLVED (e.g., clerical, professional) AND REASON WORK CANNOT BE ACCOMPLISHED WITHIN 40 HOUR WEEK. (Do not include Operational Detail)

An individual from the Comptroller's Office is working on an overtime basis with Project   an "Eyes Only" Project.

25X1A6b

~~The subject's regular salary is paid from the Comptroller's allotment, 2263-1040-1000. All overtime performed is to be charged to 2435-5451-1000.~~

*Adjustment Vo.  
made out - Sent to  
Comptrollers Office*

DATE

**25X1A9a**

TYPED NAME AND SIGNATURE OF SUPERVISOR (if applicable)

Requested by  

AUTHORIZATION

TYPED NAME

OFFICIAL **25X1A**

vision

**E. R. Saunders**

DATE CONCURRED

**15 November 1961**

DATE AUTHORIZED

**15 NOV 1961**

Approved For Release 2002/05/01 : CIA-RDP78-05747A000300040011-1